
Council Newsletter



CITY MANAGER'S NOTES **October 18, 2012**

Upcoming Council Meetings

There is no City Council meeting on **Monday, October 22, 2012**.

There is a joint City Council meeting with Littleton City Council on **Tuesday, October 23, 2012**, in Littleton. The agenda is included.

City Council will meet on **Monday, October 29, 2012**. An Executive Session will be held at 6:00 p.m. in the City Council Conference Room. The Study Session will begin at 7:00 p.m. in the Community Room. There is no Regular Meeting scheduled.

Informative Memoranda

The following are memoranda in response to City Council's requests, as well as other informational items.

1. Agenda for Englewood/Littleton Joint meeting on October 23, 2012
2. News Release concerning the community forums on November 7 & 8, 2012 for the cooperative fire and emergency medical services.
3. Flyer for Annual Englewood Fire and Police Department Awards Ceremony on October 23, 2012.
4. Articles concerning activities for Breast Cancer Awareness Month, Flood property traffic study, and Freedom Service Dogs fundraiser.
5. Memorandum concerning the Project Update.
6. Calendar of Events.
7. Tentative Study Session Topics.
8. Minutes from the Parks and Recreation Commission Meeting on September 11, 2012.
9. Minutes from the Planning and Zoning Commission Meeting on October 2, 2012.
10. Minutes from the Water and Sewer Board Meeting on October 9, 2012 and October 11, 2012.

City of Littleton

City of Englewood



AGENDA FOR THE JOINT
STUDY SESSION
ENGLEWOOD CITY COUNCIL
AND
LITTLETON CITY COUNCIL

OCTOBER 23, 2012

City of Littleton
2255 West Berry Avenue
Littleton, CO 80165
6:00 P.M.

- I. Littleton/Englewood Wastewater Treatment Plant Report
Regulatory Status
Nutrient Trading
2. Humane Society of South Platte Valley

From: Leigh Ann Hoffhines
Sent: Thursday, October 11, 2012 12:04 PM
To: Johnson, Dacia; ' (; Kevin Hamm (Englewood Herald - Tom Munds ; Millett, Sarah; Tom Barry (; Villager - News Desk ; Clayton Woullard (); '
Cc: Leigh Ann Hoffhines
Subject: Englewood/Littleton seek input on fire services study at Nov. 7 & 8 community forums



City of Englewood, Colorado

City of Littleton

Joint News Release: City of Englewood/City of Littleton

For Immediate Release: October 11, 2012

Media Contacts: Michael Flaherty, Deputy City Manager, City of Englewood, 303-762-2314
Kelli Narde, Director of Communications, City of Littleton, 303-795-3720

Two community forums planned to gather input on a study of potential cooperative fire and emergency medical services

Englewood/Littleton, CO: The Cities of Englewood and Littleton have announced two community forums to gather input on a study of potential cooperative fire and emergency medical services between the Englewood Fire Department and Littleton Fire Rescue:

- **Wednesday, November 7, 2012 at 7 pm**
Littleton Center (Community Room/Council Chambers), 2255 West Berry Avenue, Littleton, Colorado
- **Thursday, November 8, 2012 at 7 pm**
Englewood Civic Center (2nd floor Hampden Hall), 1000 Englewood Parkway, Englewood, Colorado.

Residents who have an interest are encouraged to attend one of these forums.

This past summer, the Cities of Englewood and Littleton entered into a partnership to evaluate opportunities that may exist to enhance service delivery in the most efficient manner. They engaged the services of the consulting firm of Emergency Services Consulting International, an international firm specializing in the analysis of fire, police, communications, and emergency medical services. ESCI is conducting a cooperative study on the feasibility of shared services or a merger and the next step in the process is gathering public input from our residents.

Associates from ESCI will conduct the two community forums, providing a brief introductory presentation and offering an opportunity for stakeholders to provide input and feedback. Residents who wish to speak at the community forums are asked to sign in at 6:30 pm. Speakers will be heard on a first-come basis and are asked to limit their comments to two minutes. Public comments will also be accepted by email at j

#

Leigh Ann Hoffhines
Communications Coordinator
City of Englewood
1000 Englewood Parkway
Englewood, CO 80110
303-762-2316

www.Englewoodgov.org | [Facebook](#)

Congratulations!



PLEASE JOIN US FOR A NEW HIRE, PROMOTION,
TENURE RECOGNITION
AND
AWARD CEREMONY



Please join us for the

Annual Englewood Fire & Police Departments Awards Ceremony

on Tuesday, October 23, 2012, at 1:30 p.m.,

in the

Civic Center Community Room

to recognize:

NEW HIRES - FIRE

Firefighter Kendall Ekstrom
Firefighter Aron Garner
Firefighter Casey Keefe

Firefighter Bill Kuhn
Firefighter Brad Mroska
Firefighter John Templeton

PROMOTIONS - FIRE

Greg Flor
Jay McCann
Troy Nicholson

Driver Operator Engineer
Driver Operator Engineer
Fire Lieutenant

RETIREMENTS - FIRE

Firefighter Dan Fitzgerald
Driver Operator Engineer Mike Kadolph

Lieutenant Miles Kubly
Driver Operator Engineer Dave Watson

AWARDS - FIRE

Firefighter Casey Keefe
Driver Operator Engineer Ed LeBeau
Acting Lieutenant Dennis McTaggart

Distinguished Service
Distinguished Service
Distinguished Service

SAFETY AWARDS - FIRE

Fire Medic Brian Baker	5 Years
Fire Medic Gail Conner	5 Years
Fire Medic Jason Hehn	5 Years
Battalion Chief Wilson Ortiz	5 Years
Driver Operator Engineer Mike Osgood	5 Years

TENURE AWARDS - FIRE

5 Years

Fire Medic Don Busi	Fire Medic Marissa Gettman
Driver Operator Engineer Greg Flor	Fire Medic Wes Nieto

10 Years

Lieutenant Josh Frederick	Fire Medic Roman Rede
Driver Operator Engineer Dennis McTaggart	

15 Years

Fire Medic Rodney Barringer	Building Inspector Greg Croaston
Lieutenant Mark Burley	Fire Marshal Marla Wilcox

20 Years

Driver Operator Engineer Mark Jacobson	Driver Operator Engineer Dave Watson
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25 Years

Lieutenant Laura Vetos

30 Years

EMS/Emergency Mgmt. Coord. Steve Green	Permit Technician Pat Gonzales
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NEW HIRES - POLICE OFFICERS

Kyle Barrett	George Sheers
Daniel McCubbin	

RETIREMENTS - POLICE

Code Enforcement Officer Nancy Wilson	May 2012
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SAFETY AWARDS - POLICE

Adrian Curry 5 years	Brian Taylor 5 years
Trae Schipper 5 years	Mark McKay 25 years

TENURE AWARDS - POLICE

5 Years

Officer Aaron Glee

Officer Matthew Mander

Records~Tammy James-Schneider

Officer Trae Schipper

Officer Kaspar Ryan

10 Years

Officer Jim Cole

Roberta Trujillo

Detective Ed Disner

15 Years

Desk Officer Chris French

Executive Assistant Karen Kennedy

20 Years

Sergeant Christian Contos

Sergeant Erik Lutz

Officer Perry Schellpfeffer

25 Years

Sergeant Mark McKay

35 Years

Administrative Assistant Lilly Sterkel

CRITICAL INCIDENT & ADMINISTRATIVE AWARDS

Sergeant Kelly Martin

Sergeant Mike O'Connor

Dispatcher Kristine Gurevich

Dispatcher Jason Schneider

Detective Jan Ball

Detective Ed Disner

Officer Rodger Green

Officer Jason Pearson

Jack Olson

Simeon Turner

All Police and Fire employees

Distinguished Service Award

Police Service Award

Medal of Valor

Medal of Valor

Appreciation Plaque

Appreciation Plaque

Pin, 04-07

Tina Bitner *on behalf of* Jeremy Bitner

Purple Heart

Friends and family are welcome!
Refreshments will be served.

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HOME NEWS LOCAL HAPPENINGS FLEURISH DIGS OPINION SPECIAL SECTIONS GAMES DIGITAL

Security for survivors

Added by editorial on 10/10/2012.

Saved under Front Page, Local, News

Tags: Colorado, Englewood, Liz Miller, Vicki Tosher



The Greater Englewood Chamber of Commerce presents a symbolic check to Sense of Security in front of the city's fountain, dyed pink in honor of Breast Cancer Awareness Month. From left: chamber member Eileen Baranowsky; Andrea Dwyer, president of Sense of Security board of directors; Vicki Tosher, Sense of Security founder; Liz Miller, Sense of Security events manager and Rosemarie Cabral, president of the chamber's board of directors.

Englewood presents check in honor of Breast Cancer Awareness Month

On Oct. 7, as a culmination to an unusual art project and benefit, the Greater Englewood Chamber of Commerce presented a check for \$9,053 to Sense of Security, a support organization for breast cancer survivors. The funds were raised through the chamber's Breasts of Colorado project, in which 30 people, including some survivors, had casts of their breasts painted by local artists. Participants – including the only male model, Englewood Mayor Randy Penn – sought sponsors to donate money to the cause.



The second-place award-winning breast cast of cancer survivor Terry Nakayama, left, was painted by her daughter, artist Amanda Marin.
Photos by Peter Jones

Leave a Reply

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Email

Website

Comment

You may use these HTML tags and attributes: `` `<abbr title="">` `<acronym title="">` `` `<blockquote cite="">` `<cite>` `<code>` `<del datetime="">` `` `<i>` `<q cite="">` `<strike>` ``

Post Comment

Notify me of follow-up comments by email.

Your Development

Studies: Flood plan won't add traffic

Englewood, CDOT say neighborhood won't be impacted

By Clayton Woullard
YourHub Reporter

The Englewood Planning and Zoning Commission has recommended to council the apartment project on the former Flood Middle School site be rezoned so it can go forward, despite some community opposition.

The school, at 3650 S. Broadway, was closed a few years ago due to decreasing enrollment, said Michael Flaherty, deputy city manager for Englewood. Earlier this year, Denver-based Barbury Holdings requested planned unit development zoning so it could build an apartment complex on the site. Currently, only part of the property is zoned for medium- to high-density residential.

At the Sept. 18 meeting of the planning and zoning commission, about 15 residents expressed concerns about the project, including parking, traffic flow, crime and making room for a park.

Flaherty said other residents have been concerned about the removal of a playground on the site that is used by residents in the neighborhood.

Edward Barsocchi, a planner with Barbury Holdings, said since the neighborhood meeting a few months ago, the company has made some modifications to address the traffic and parking concerns. A traffic study done by the city and the Colorado Department of Transportation said there will be no major impacts to the neighborhood.

Demolition of the existing building would begin early next year and will take about 90 days, followed by an 18-month-long building process for the four story building with 310 apartments.

Flaherty said the soonest council will take up the rezoning issue would be Nov. 5, followed by a public hearing.

Clayton Woullard: 303-954-2953 or
clayton@englewood.com

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Your Contribution

“Diamonds in the Ruff” to benefit Freedom Service Dogs

By Laurie Anderson
YourHub Contributor

On Oct. 25, Freedom Service Dogs and Mercedes-Benz of Littleton will host a red carpet event to celebrate 25 years of rescuing dogs and transforming lives. Join host Corey Rose from 9News, Denver Broncos wide receiver Eric Decker, Colorado Avalanche mascot Bernie, as well as other local celebrities to celebrate the rescued shelter dogs that have become hero service dogs to so many returning war veterans.

Abandoned, abused and left with an uncertain fate, these dogs have been taken in by Freedom Service Dogs for more than two decades and trained to serve those with disabilities.

The Oct. 25 “Diamonds in the Ruff” event will be held at Mercedes-Benz of Littleton, 8070 S. Broadway, from 6 to 9 p.m. Tickets are \$100 per person and include heavy hors d’oeuvres, wine, beer and champagne. They can be purchased

in advance by calling 303-922-6231 or by e-mailing info@freedom servicedogs.org.

Many veteran client-dog teams will be in attendance at the Oct. 25 event, including a retired U.S. Army tank crewman and his service dog Teka, recently featured in the PBS documentary “Shelter Me.” Hear first-hand how these service dogs are saving lives, preventing suicides and proving there is such a thing as heroes at both ends of the leash.

“What makes Freedom Service Dogs unique is that we do not have a breeding program. We know there are amazing dogs waiting in shelters that are born for service, that want to serve, and we find these ‘diamonds in the ruff’ every week,” said FSD executive director Sharan Wilson.

For more information, go to freedom servicedogs.org.

Laurie Anderson is president of Anderson & Associates Public Relations.

MEMORANDUM



TO: Gary Sears, City Manager

THROUGH: Rick Kahm, Director of Public Works ✓

FROM: David Henderson, Engineering/Capital Projects Administrator ✓

DATE: October 18, 2012

SUBJECT: PROJECT UPDATES – Traffic Signal Upgrade - Dartmouth/Downing, Pirates Cove Improvements, Centennial Park Trail Loop, West Harvard Gulch Trail Project, Kent Place, Street Maintenance Projects 2012, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects, GPS in City Vehicles

TRAFFIC SIGNAL UPGRADE-DARTMOUTH/DOWNING

Upgrades to the traffic signal at the intersection of Dartmouth and Downing will begin the week of October 22. The project will replace the signal poles, traffic cabinet, and UPS battery backup; and will include new LED signal heads. The project is anticipated to be complete by the end of November.

PIRATES COVE IMPROVEMENTS/REPAIRS

Public Works and Parks and Recreation staff will be coordinating repairs and improvements to Pirates Cove during the off-season. Concrete repairs will be performed around the first week of September. We are working with an engineering firm to evaluate options to repair the Concession Building. The building has settled a couple of inches and is experiencing problems with the doors and concrete block cracking. Monitoring wells were installed to determine soil and groundwater conditions under the building. The geotechnical report has been delivered. Staff and our consultants are reviewing the data and report.

CENTENNIAL PARK TRAIL LOOP PROJECT

The project is complete.

WEST HARVARD GULCH TRAIL PROJECT

The Urban Drainage and Flood Control District is managing a project to complete a trail connection from our Northwest Greenbelt (Harvard Gulch) to the Platte River Trail System. This project will construct a concrete trail, beginning at the end of our trail system east of Raritan Street, and passing under the railroad tracks in Denver. This will complete the trail system connection to the Platte River. Work is on hold while the engineers complete refinements to the retaining wall design.

KENT PLACE

Colorado Structures Inc., continued construction of the "Fresh Fare by King Soopers". Work on Retail Pads One and Two continued. Construction of the bank continued.

The residential portion of the Kent Place development continued with excavation and exporting of soil. Colorado Structures (the same contractor performing retail construction) was awarded the contract. Staff has met with the contractor regarding access and working hours, and also to make sure they are aware of truck restrictions in the surrounding neighborhoods.

STREET MAINTENANCE PROJECTS 2012

The Street Division is cutting and patching asphalt. Asphalt crack sealing (in-house) will resume next week.

CITYCENTER SITE DEVELOPMENT

Alexan East and West Parcels

438 residential units. Alexan's occupancy level for March, 2012 is 94.5%. Commercial uses: Let It Bead, State Farm, Lifetime Family Practice, Cuttin'It Loose, Jackson Hewitt Tax Service, Foothills Physical Therapy, CityCenter Community, Solid Grounds, and Weingarten Realty. **Creative Perspectives is in the process of moving out of their Piazza space. The space will be vacant next week.**

A new Liquor Store expects to open around the first of November. They will occupy the vacant space west of Let It Bead on the north side of the Englewood Parkway.

Parkway Retail / Office Buildings

Commercial uses: The International House of Pancakes (IHOP), Qdoba, GNC, Supercuts, Nails Center, CityCenter Dental Group, Tableaux Interior Design, Englewood Eyecare, Collective Licensing Int'l, Inc., M.P. Hayutin, LLC, Quizno's, Air Walk, "Insurance Company of the West", Fred Astaire Dance Studio, Wellness Treatment Center, SB Clark Companies, Unifocus, and Bartertown Comics.

Collective Licensing is expanding and will occupy the old Miller space. **Tenant finish for Collective Licensing continued.**

Bally's Building

Tenants include Bally's, "Blondies Fire House Pub and Restaurant", and MaxFour.

Retail South of the Parkway

Tenants: Petco, Ross, Coldstone Creamery, Noodles, Sports Authority, and Office Depot. **Einstein Bagels will move into the space north of Coldstone Creamery. Tenant finish is underway and they expect to open around the first week of December.**

Gold Mine Pad

Tenants include: Jamba Juice, Tokyo Joe's, Mega Wraps, and Doctors Express.

CityCenter Site

EEFI continues project management of all infrastructure on the site. Staff is monitoring the security, sweeping, snow removal, and day porter services performed under the Common Area Maintenance. The CityCenter fountain was turned pink in support of Breast Cancer awareness month. The Chamber of Commerce placed ribbons on trees around the site. **The fountain has been turned off for the season. Decking was installed over the fountain.**

ENGLEWOOD MCLELLAN RESERVOIR FOUNDATION (EMRF)

PA-84 West

The Mike Ward Infiniti dealership opened on Monday, August 29, 2011.

The EMRF lease with the Larry Miller Nissan Dealership was signed on February 7th.

PA-85 (RTD site)

RTD paid the final billing in the amount of \$591,836.86. Finance has deposited this money in the LTAR fund.

PA-85 (Benjamin Franklin Charter School)

The Benjamin Franklin Charter School has received their Certificate of Occupancy.

AIR QUALITY/ENERGY SAVING PROJECTS

Flex Fuel Program

Currently, 39 of our fleet vehicles are running on E-85 ethanol fuel. All new replacement vehicles (less than ¾ ton) will be compatible with E-85. Approximately 50 Flex Fuel vehicles will be in our fleet within two years. Currently, the cost of E-85 fuel is approximately \$0.40 per gallon less than regular unleaded gasoline. Ten of our fleet vehicles run on Compressed Natural Gas (CNG). 39 on-road vehicles and 23 off road (construction equipment) run on biodiesel fuel.

Hybrid Vehicle Purchase

Two hybrid vehicles are in service, one in the Fire Department and one in the Building Division.

"Green" Programs

We continue to work with our vendors to expand the Green product line as it becomes available. 90% of our custodial paper supplies are from recycled sources. The Servicer is now "single-streaming" waste at the Servicer and a dumpster has been supplied for *cardboard only* recycling.

Energy Saving Projects

In 2001, the Public Works Traffic Division began an ongoing program to convert traffic signals from incandescent lamps to Light-Emitting-Diode (LED) bulbs. To date, 80% of our City maintained signals have been converted. LED traffic signals use 90% less energy than incandescent lamps, last 5 times longer, and provide better visibility.

GPS IN VEHICLES

The City received a grant, through RAQC (Regional Air Quality), to install 37 GPS units in some of our fleet vehicles. Our match to the project is the installation. The Servicer Garage will install with in-house labor. The GPS units will be installed in Police patrol vehicles, Public Works vehicles, Fire Department equipment, and some Wastewater Treatment Plant vehicles. **GPS equipment installation is substantially complete. Staff is in the process of refining software for tracking vehicles.** The system will allow us to track locations, easily obtain information regarding quantities of ice slicer dispensed, monitor idle times, and allow the public to track where plow trucks have been.

**CITY OF ENGLEWOOD
2012 CALENDAR OF EVENTS**



Mon., Oct. 22	Cancelled	Study Session
Tues., Oct. 23	1:30 p.m.	Englewood Fire and Police Department Awards Ceremony, Community Room
	6: 00 p.m.	Joint Englewood/Littleton Council Mtg, Littleton
Mon. Oct. 29	6:00 p.m.	Executive Session, City Council Conference Room
	7:00 p.m.	Study Session, Community Room
Thurs., Nov. 1	3:00 p.m.	Firefighters Pension Plan Board, Public Works Conference Room
Mon., Nov. 5	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Nov. 6	7:00 p.m.	Planning and Zoning Commission, City Council Conference Room
Wed., Nov. 7	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Thurs. Nov. 8	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	Cancelled	Police Officers Pension Plan Board
	5:30 p.m.	Parks and Recreation Commission, Broken Tee Golf Course
	6:30 p.m.	Transportation Advisory Committee, City Council Conference Room
Mon., Nov. 12		City Hall closed – Veterans' Day (Observed)
Tues., Nov. 13	3:30 p.m.	NonEmergency Employees Retirement Plan Board, Public Works Conference Room
	5:00 p.m.	Water and Sewer Board, Comm. Dev. Conference Room

	6:30 p.m.	Keep Englewood Beautiful Meeting, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed. Nov 14	6:30 p.m.	Urban Renewal Authority, Community Development Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Mon., Nov. 19	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Nov. 20	7:00 p.m.	Planning and Zoning Commission, City Council Chambers
Wed., Nov. 21	6:30 p.m.	Code Enforcement Advisory Board, City Council Conf. Rm.
	Cancelled	Local Liquor and Medical Marijuana Licensing Authority, Telephone Poll
Thurs., Nov. 22		City Hall closed — Thanksgiving Day
Fri., Nov. 23		City Hall closed — Thanksgiving Holiday
Mon., Nov. 26	6:00 p.m.	Study Session, Community Room
Mon., Dec. 3	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Dec. 4	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., Dec. 5	4:00 p.m.	Englewood Housing Authority Board Meeting, Housing Authority Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Dec. 10	6:00 p.m.	Study Session, Community Room
Tues. Dec. 11	Cancelled	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful Meeting, Council Conference Room
	7:00 p.m.	Library Board, Library Board Room

TENTATIVE

STUDY SESSIONS TOPICS

FOR ENGLEWOOD CITY COUNCIL



- October 22 Study Session
 Meeting Cancelled
- October 23 Joint Meeting with Littleton City Council in Littleton – Tuesday
 Regulatory Status
 Nutrient Trading
 Humane Society of South Platte Valley
- October 29 Study Session
 Executive Session –Negotiations (Xcel) @ 5:30 p.m.
 Station Area Master Plan Update
 Nano Breweries and Distilleries
 PUD Approval Process and Submittal Requirements
 Board and Commission Reports (if time permits)
- November 5 Study Session & Regular Meeting
 Security Cameras Update
 Public Works Permit Fees – Proposed Increase
 Concrete Utility Fee – Proposed Increase
- November 12 Veteran’s Day Holiday – no meeting scheduled
- November 19 Study Session & Regular Meeting
 Financial Report
 Broken Tee Golf Course Restaurant Concessionaire
 Aid to Other Agencies Discussion
- November 26 Study Session
 Holiday Tree Lighting @ 5:30 p.m. in Piazza
 Board/Commission Reappointment Discussion – tentative
 Board and Commission Reports
- December 3 Study Session & Regular Meeting
- December 10 Study Session
 Financial Report
 Board and Commission Reports

December 17	Study Session & Regular Meeting Holiday Dinner – No Study Session Scheduled
December 24	No meeting scheduled
December 31	No meeting scheduled
January 7	Study Session & Regular Meeting Board and Commission Appreciation event discussion Mill Levy
January 14	Study Session Board and Commission Interviews
January 22	Study Session & Regular Meeting – Tuesday Financial Report
January 28	Study Session Citizen of the Year Selection Board and Commission Reports
February 4	Study Session & Regular Meeting RTD Representatives

FUTURE STUDY SESSION TOPICS

Citizens Budget Committee
 Comprehensive Plan Update (October)
 Neighborhood Preservation
 Water Conservation Plan (October)
 Golf Course Restaurant Contract
 Citizen Engagement/Mindmixer
 City of Englewood/Xcel Energy Residential and Small
 Business Energy Efficiency Outreach
 Mill Levy (January/February)
 Motels Report
 Public Comment Process
 Alliance for Commerce in Englewood Committee/City Council
 Englewood Academy

City of Englewood
PARKS AND RECREATION COMMISSION
Minutes of September 11, 2012

I. Call to Order

The regular monthly meeting of the Englewood Parks and Recreation Commission was called to order at 5:30 p.m. by Chairperson Gomes at the Englewood Recreation Center, 1155 W. Oxford Avenue.

Present: Austin Gomes, Chairperson
Mitch Waldman, Vice Chairperson
Mark Husbands, Commission Member
Duane Tucker, Englewood Schools Liaison
Donna Schnitzer, Cultural Arts Commission Liaison
Bob McCaslin, City Council Liaison
Jerrell Black, Ex-Officio

Absent: Douglas Garrett, Commission Member
Karen Miller, Commission Member

Also Present: Dave Lee, Manager of Open Space
Joe Sack, Recreation Manager
Beverly Bradshaw, South Suburban Park Foundation and
South Platte Working Group 2 Representative

II. Approval of Minutes

Chairperson Gomes asked if there were any changes or corrections to the minutes of August 9, 2012. There were none. The minutes were approved as presented.

III. Scheduled Public Comment

There were no scheduled guests.

IV. Unscheduled Public Comment

There were no unscheduled guests.

V. Highline Canal Trail

Gomes welcomed Beverly Bradshaw with the South Suburban Park Foundation and South Platte Working Group 2. Ms. Bradshaw thanked the Commission and distributed handouts to commission members. In regard to one of the maps, GOCO River Corridors Initiative Concept Paper – High Line Canal Working Group Proposed Projects, Ms. Bradshaw reviewed the proposed trail improvement projects that each City, County or District have planned. Ms. Bradshaw stated that there are 11 acquisitions totaling over 80 acres, 8 trail and park improvement projects, a corridor-wide canopy protection strategy and an extension of the preservation and enhancement study to Denver and Douglas Counties. Ms. Bradshaw reported that \$3,000,000 has been received in seed money which has now been used up. Commission members were told that they have identified existing conditions, the primary one being that there is no water. The Board was

informed that they have applied for a \$5,000,000 Great Outdoors Colorado grant but that they were unsuccessful in getting it. Ms. Bradshaw discussed issues and concerns for each jurisdiction including easements and conservation. The Board was also told that when completed, the trail will be 72 miles and extend from Waterton Canyon to DIA. Director Black asked what the timeline is for the project and build-outs. Ms. Bradshaw replied 20 years. Gomes asked how much of the trail is already completed. Ms. Bradshaw stated that 85% of the trail is completed but some of that is crusher fines and over-vegetated which needs to be fixed.

Ms. Bradshaw then gave an overview of the history of the South Suburban Park Foundation.

Discussion turned to the second map, Union to Oxford South Platte River Improvements and "The Union Reach" project. Ms. Bradshaw first explained that mayors and other representatives from Englewood, Littleton, Sheridan, South Suburban Parks and Recreation District, Arapahoe County and others form the South Platte Working Group 2. Ms. Bradshaw went on to explain that the project includes the area from Union to Oxford Avenue along the South Platte River which is equaled to about seven city blocks. Ms. Bradshaw also discussed with the Commission improvements being planned that include trail and vegetation improvements in addition to accommodation of multi-uses (fishing, tubing and kayaking), maintenance of flood conveyance, water access, improving aesthetics that will reduce visible rip-rap and sedimentation, take advantage of existing hard structures and balance sediment transfer/water depth regarding high flows. Ms. Bradshaw noted that the area by the Brent Mayne fields will be a place where kids can play in the water. Ms. Bradshaw explained the South Platte Working Group has been working with the Army Corp of Engineers to release water from Chatfield Reservoir in a more uniformed flow. Black discussed key elements to the project including access to the river and ADA accessibility.

Commission Member Husbands asked in regard to the water quality. Ms. Bradshaw commented that it is good when it is moving. Black informed the Commission that several months ago the Department received a planning grant from Arapahoe County Open Space grant for the area northeast of Oxford (the old mini-golf site) by the Platte River. Black stated that because of the collaboration with the South Platte Working Group 2, the Department has requested the Riverside Grant project be deferred until more plans are available for the project. Black added that Arapahoe County Open Space will be a key player in the project. Ms. Bradshaw reported that the County gave \$5,000,000 towards the project. Discussion followed.

Gomes and the Board thanked Ms. Bradshaw.

VI. 2013 Capital Budget

Black informed the Board that Department Director's will be discussing their Department's budgets with City Council on Monday, September 24th. Black stated that the 24th will also be the First Reading on the budget which will need to be approved and finalized before the end of the year. Black went on to say that currently the City is 2% above where it was last year but that Departments have been asked to reduce their 2012 budgets by 2% to carry into 2013. Black stated that Parks and Recreation is down one position which is currently vacant, and is currently in the process of filling a park position that was vacated due to a retirement. In regard to the 2011 Innovations document that was distributed last

month, Black stated that the document showed the Department having a cost savings of more than \$920,000. Black commented that without the grants from GOCO, ACOS and volunteer and corporate support, the Department would not be able to provide the services that it does.

VII. Duncan Park Update

Dave Lee, Manager of Open Space, announced that Duncan Park is now complete. Lee said that the fence has been taken down around the sod and people are now able to use that area. In regard to the Great Outdoors Colorado grant that was submitted in August for the development of Duncan Park, Lee stated that the Department should hear sometime in December and if successful, will start on the development of the park sometime next year. Commission Member Waldman informed staff of two incidents involving some Xcel Energy guide wires. Lee told Waldman that he will report it to Xcel.

VIII. Centennial Park Trail Loop Project Update

Lee reported that the Centennial Park Trail Loop project is complete with the exception of going through the punch list. Lee noted that the fishing access on the north shore is outstanding and users have been ecstatic.

IX. Cultural Arts Commission Update

Cultural Arts Commission Liaison Donna Schnitzer informed the Commission that Englewood Arts has added on a Friday night concert series, Starlight Rhythms, to their Chamber Music Series. Schnitzer explained that the new series will include five concerts featuring the best in pop, rock, blues and jazz Friday evenings in Hampden Hall.

Schnitzer announced that tonight is the end of year Community Garden potluck and October 4th will be the opening of the Englewood Art Exhibit. Black informed the Commission that at the last Commission meeting, Schnitzer was re-elected as Vice Chairperson of the Cultural Arts Commission.

X. Director's Choice

There were no items for Director's Choice.

XI. Commission Member's Choice

Waldman stated that awhile back his wife's company had reserved Cushing Park and had asked if there were horseshoes available for the horseshoe pits which there are not. Waldman suggested that at some point when some extra money is available, some sports equipment bags be put together for rent. Black replied that Rec Center use to do that but over time the equipment was getting lost and the requests died off but will bring up the idea again.

Englewood Schools Liaison Duane Tucker passed on kudos to staff for Funfest, saying it was an awesome event. Black asked Tucker if he wanted to speak on the discussion between the School Board and City Council at last Monday night's meeting. Tucker told the Board that there has been some discussion between the School District and City whether to collect sales use tax on the school bond project. Tucker reported that the two have come to an agreement. Tucker stated that as it

applies to Parks and Recreation, the Department will have access to a more enhanced football and soccer field. Tucker said that there will be a robust Intergovernmental Agreement that will include details on how Parks and Recreation will be able to use other school facilities. Black added that 46-47 additional parking spaces will be added. Black stated that Parks and Recreation is extremely pleased and by moving north, it allows the field to be expanded to regulation size soccer and football field. Black told the Commission that the Department will be working with the School District on submitting a grant.

City Council Liaison Bob McCaslin reported that it is a win/win situation for both and congratulated the School Board, saying they did a great job. Tucker stated that it is exciting adding that a partnership will be advantageous as they move forward.

Recreation Manager Joe Sack gave an update on the Festival of the Bastardino that was held at Belleview Park on September 8th. Sack reported that there were more than 650 dogs at the Dog Plunge. Sack explained that this was the first year the Dog Plunge was done in two shifts which seemed to work better and give more room. In regard to the vendors and activities going on in the park, Sack stated that there were 45 vendors, all pet/dog related, disc dog demonstrations on the ballfield and Dock Diving Dogs in the competitive pool. Commission members were told that the majority of the Park was used. Sack commended Freedom Service Dogs, stating that they did an outstanding job

Commission members were also informed that this morning in the City Center amphitheater, the Department of Parks and Recreation, in cooperation with Englewood Schools, hosted the presentation of Ferdinand the Bull. Commission members were told that the event was sponsored by Betty's Toys who has been a sponsor of the City of Denver's Theater in the Park for many years and who would like to see us do more of these outdoor events for children and families. Sack reported that Englewood Schools had over one thousand children attend the event. The Commission was told that it was a unique and very fun event.

Lee reported that the tennis courts in the parks have been resurfaced and new this time is the addition of youth lines. Waldman asked if there are any tennis courts with lights. Lee replied no, saying that other than the tennis courts at the high school, there have not been any tennis courts with lights in Englewood parks since 1992. Black stated that the Department has been working with Englewood Schools to partner on a grant that would provide lighted tennis courts. In regard to the youth lines, Sack stated that the lines will allow them to play cross court and will also entice the United States Tennis Association (USTA) to support tennis programs and court maintenance with possible grant funding.

Waldman asked when the driving range lights will be turned off. Lee told Waldman that his understanding that they will be turned off by the end of the month.

XII. Adjournment

The meeting was adjourned at 6:30pm.

/s/ D. Severa
Recording Secretary

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
October 2, 2012**

Minutes and audio are available at:
<http://www.englewoodgov.org/Index.aspx?page=152>

I. CALL TO ORDER



The regular meeting of the City Planning and Zoning Commission was called to order at 7:00 p.m. in the City Council Chambers of the Englewood Civic Center, Chair Brick presiding.

Present: Bleile, Roth, King, Welker, Knoth, Fish, Brick, Townley
Freemire (alternate)

Absent: Kinton

Staff: Alan White, Community Development Director
Brook Bell, Planner II
Nancy Reid, Assistant City Attorney

II. APPROVAL OF MINUTES

September 18, 2012



Mr. Knoth moved:

Mr. Fish seconded: TO APPROVE THE SEPTEMBER 18, 2012 MINUTES

Chair Brick asked if there were any modifications or corrections. There were none.

AYES: Bleile, Roth, Welker, Knoth, Fish, King, Brick, Townley

NAYS: None

ABSTAIN: None

ABSENT: Kinton

Motion carried.

**III. CASE #ZON2012-003 FLOOD MIDDLE SCHOOL PLANNED UNIT
DEVELOPMENT AND CASE #SUB2012-002 ALTA CHERRY HILLS SUBDIVISION
CONTINUED FROM SEPTEMBER 18, 2012**



Mr. Knoth moved:

Mr. Welker seconded:

THAT CASE #ZON2012-003 TO REZONE 3695 SOUTH LINCOLN STREET AKA PIN NUMBERS 2077-03-1-08-004 AND 2077-03-1-09-006 FROM MU-R-3-B, MU-B-1 AND R-2-B ZONE DISTRICTS TO PLANNED UNIT DEVELOPMENT (PUD) BE RECOMMENDED FOR APPROVAL TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION FOR ADOPTION AS WRITTEN

Discussion points included:

- Generally in favor of the application; appropriate use for property
- Concerns regarding traffic
- No problem with height or proposed character of building
- City has no obligation or right to take land for a park unless they can pay for it. That would destroy the viability of the whole project
- From a Planning and Zoning standpoint the Parks and Recreation Commission handles park planning and they have their own Master Plan. Planning and Zoning has never been involved in that process. We have no authority to become involved in it; City Council may want to become involved.
- Can see why retail won't work at this location
- Property is a difficult piece of property to develop
- Number of units is too high; can't support 350 units
- Required landscape has been reduced too much; recommend 20%
- Need two entrances into the project
- Will bring business to the downtown area; grocery stores will benefit
- As a City we talk about how we want better projects and developers in this town; we have one here.
- There is no more greenfield space in Englewood to build out; future projects are going to be dense projects and traffic issues will be discussed. Experts in this field have said there are no issues with this project.
- Fee-in-lieu is too low; City Council should not have considered reducing it
- Hold to the setbacks and to the amenity zones as presented; don't take anything else away from the community
- Is high density; City needs rooftops to make retail work
- Disappointed the City of Englewood School Superintendent did not attend the meetings
- Disappointed business owners did not attend the meetings
- Sensitive to cost per unit; project needs to be dense to make it work
- Sensitive to impact on area; a retail development would be very challenging in regards to traffic

- There are areas along Big Dry Creek and by the high school that could be upgraded with amenities that would make it more family oriented to serve this neighborhood as park space. School district could step up and help the City with this in the future.
- Reservations regarding what has been shown and what will really get built

Mr. King moved:

Mr. Welker seconded: *TO AMEND THE ORIGINAL MOTION TO INCLUDE THE MAXIMUM NUMBER OF ALLOWED UNITS SHALL BE 310*

AYES: Roth, King, Brick, Welker, Fish, Townley
NAYS: Knoth, Bleile
ABSTAIN: None
ABSENT: Kinton

Motion carried.

Mr. Fish moved:

Mr. Brick seconded: *TO AMEND THE ORIGINAL MOTION TO INCLUDE A MINIMUM 20% OF THE PROPERTY SHALL BE LANDSCAPED*

AYES: Brick, Welker, Fish, Townley, Bleile
NAYS: Knoth, Roth, King
ABSTAIN: None
ABSENT: Kinton

Motion carried.

Mr. Bleile moved:

Mr. King seconded: *TO AMEND THE ORIGINAL MOTION TO INCLUDE THE PARK DEDICATION FEE-IN-LIEU SHALL NOT BE REDUCED FROM THE CITY COUNCIL ADOPTED FEE OF \$20,000 PER REQUIRED ACRE AS REQUIRED BY THE UNIFIED DEVELOPMENT CODE [DIRECTOR'S NOTE: THE UNIFIED DEVELOPMENT CODE ESTABLISHES THE METHOD FOR CALCULATING THE REQUIRED ACREAGE. COUNCIL ADOPTED THE \$20,000 PER ACRE AS A POLICY BY RESOLUTION]*

AYES: Roth, King, Brick, Welker, Fish, Townley, Bleile
NAYS: None
ABSTAIN: Knoth
ABSENT: Kinton

Motion carried.

Mr. Knoth moved:

Mr. Welker seconded:

THAT CASE #ZON2012-003 TO REZONE 3695 SOUTH LINCOLN STREET AKA PIN NUMBERS 2077-03-1-08-004 AND 2077-03-1-09-006 FROM MU-R-3-B, MU-B-1 AND R-2-B ZONE DISTRICTS TO PLANNED UNIT DEVELOPMENT (PUD) BE RECOMMENDED AS WRITTEN FOR APPROVAL TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION FOR ADOPTION WITH THE FOLLOWING AMENDMENTS:

- 1. The maximum number of allowed units shall be 310.*
- 2. A minimum 20% of the property shall be landscaped*
- 3. The Park Dedication Fee-in-lieu shall not be reduced from the City Council adopted fee of \$20,000 per acre as required by the Unified Development Code [Director's Note: The Unified Development Code establishes the method for calculating the required acreage. Council adopted the \$20,000 per acre as a policy by resolution.]*



AYES: Roth, Brick, Welker, Fish, Knoth, Townley

NAYS: Bleile, King

ABSTAIN: None

ABSENT: Kinton

Mr. Fish finds the development as proposed with the amendments is within the nature of the Comprehensive Plan. Overall, it is an exciting project and he supports it; it is good for the City as the property is an eyesore. His objections are that it is very dense and doesn't want the character of the area destroyed.

Mr. Knoth is discouraged about adding the amendments.

Mr. Welker said in keeping with the requirements and the vision of the Comprehensive Plan this takes a step in the same direction. The density along Broadway and a major highway intersection is fine. The Amendments are an attempt to address our concerns.

Ms. Townley said the project meets the City's mixed housing goals.

Mr. Bleile said the proposal meets Roadmap Englewood for densification. Not enough shown architecturally; voting no with the citizens.

Mr. King generally likes the concept of the project, but due to public comments voting no.

Chair Brick said the project will help businesses in the City and meets the criteria for a PUD.

Motion carried.



Mr. Roth moved:

Mr. Welker seconded: *THAT CASE #SUB2012-002 TO ALLOW A MAJOR SUBDIVISION KNOWN AS ALTA CHERRY HILLS SUBDIVISION WITHIN THE FLOOD MIDDLE SCHOOL PLANNED UNIT DEVELOPMENT (PUD) BE RECOMMENDED FOR APPROVAL TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION FOR ADOPTION.*

AYES: Roth, King, Brick, Welker, Fish, Knoth, Townley
NAYS: Bleile
ABSTAIN: None
ABSENT: Kinton

Motion carried.



FURTHER RECOMMENDATIONS FOR CITY COUNCIL:

1. The Park Dedication Fee-in-Lieu money collected from this project shall be used to benefit this neighborhood in terms of open space and parks.

Mr. Bleile moved:

Mr. Roth seconded: TO REQUIRE EVIDENCE AND TESTIMONY FROM THE CITY'S TRAFFIC ENGINEER TO VET OUT AND EITHER PROVE OR CONTRADICT THE TRAFFIC STUDY DONE BY THE APPLICANT.

AYES: Roth, Brick, Welker, Townley, Bleile
NAYS: Fish, Knoth, King
ABSTAIN: None
ABSENT: Kinton

Motion carried.

STUDY SESSION



Director White introduced Christina Kachur, an intern in the Community Development Department, who is assisting Staff in gathering information for the Breweries and Distilleries discussion.

Case #2012-05 Breweries and Distilleries

Director White stated after research the State Statutes do not provide much guidance in terms of production limits for various types of manufacturers engaged in producing beer, wine and hard liquor except for brewpubs and limited wineries. What that means is any limits that the Commission wants to set are up to our discretion. He provided information on licensing of various types of establishments. There is no local control except through zoning. He referenced options that were included in the Staff Memo. He asked the Commission if they would like to include some amendments in the Unified Development Code to address these uses.

Consensus from the Commission was to move forward with the discussion in the future.

Director White said there is one other topic on Staff's list for discussion; PUDs. What is the process? Staff would like to hold a Study Session to discuss PUDs. The Commission asked the topic be placed on a future agenda.

IV. PUBLIC FORUM



There was no public in attendance.

V. ATTORNEY'S CHOICE



Ms. Reid had nothing further to report.

VI. STAFF'S CHOICE

Director White stated at the October 16th study session Staff will provide a progress report on the Station Area Master Plan for the areas surrounding the Light Rail Stations.

VII. COMMISSIONER'S CHOICE



The Commissioners commented on tonight's discussion regarding the Flood Middle School PUD and Major Subdivision. They feel it is a good project.

Mr. Freemire noted he will not be available for the October 16th meeting.

Ms. Townley stated she will not be available for the November 6th meeting. She asked about the Oxford Station PUD. Director White updated the Commission on the project.

The meeting adjourned at 9:10 p.m.

/s/ Barbara Krecklow

Barbara Krecklow, Recording Secretary

**WATER & SEWER BOARD
MINUTES
TUESDAY, OCTOBER 9, 2012**

COMMUNITY DEVELOPMENT CONFERENCE ROOM

Present: Wiggins, Waggoner, Oakley, Penn, Habenicht, Lay, Olson, Moore,
Woodward

Absent: Burns

Also present: Yasser Abouaish - City Engineer, Stu Fonda - Director of Utilities and
John Bock – Utilities Admin. Manager.

The meeting was called to order at 5:03 p.m.



**1. MINUTES OF THE SEPTEMBER 12, 2012 WATER BOARD MEETING.
PHONE VOTE – SEPTEMBER 18, 2012.**

The Minutes of the September 12, 2012 meeting were approved as written, per the phone vote on September 18, 2012.



2. LETTER FROM CHARLES NICHOLS – 2808 E. WEAVER PL.

Ms. Charles Nichols appeared to request a reduction on their high sewer bill. The Board recommended that staff adjust the bill.

Motion: To make an adjustment on the sewer bill for 2808 E. Weaver Pl.

Moved: Penn **Seconded:** Lay

Motion passed unanimously.



3. REACTIVATION OF CERTAIN INSIDE CITY INTERCEPTOR BASIN AGREEMENT MAINTENANCE CHARGES.

The Board received a memo from John Bock, Utilities Manager of Administration dated September 13, 2012 discussing the reactivation of certain inside City Interceptor Basin Agreement Maintenance Charges.

The area of Englewood that drains to the Big Dry Creek Interceptor pays into an IBA fund for maintenance fees and capital projects. A re-evaluation of the Big Dry Creek Interceptor in 2007, conducted by Southgate Sanitation District, concluded that the capital capacity needs of the interceptor had been met, and that any remaining projects were not needed. Therefore, funds were returned, and Englewood elected to use these unused fees to pay the Big Dry Creek Interceptor maintenance fees for in-City customers. This fund has since been depleted and residents will see a resumption of these charges on their quarterly bills, which are approximately \$12 to \$16 per year.

Tom Burns entered at 5:15 p.m.



4. MOFFAT COLLECTION SYSTEM PROJECT ISSUES: TALKING POINTS MEMO FROM ANN RHODES, SPECIAL WATER COUNCIL.

The Board received a memo from Ann Rhodes, Special Water Counsel, discussing talking points on the potential low flows below Chatfield Reservoir. Englewood has forwarded a response to Denver. Mayor Penn discussed this at the Mayor's Caucus and is planning to take it to the South Platte Working Group.



5. SEWER UTILITY RATES.

The Board received a sewer utility revenue report and cash flow that presented a series of rate adjustments to provide adequate funds to operate and maintain the Bi-City Plant as well as the Englewood sewer collection system. This would also allow funds for several capital projects at the Bi-City Plant. The proposed increases would provide revenues that maintain an adequate fund balance and meet bond requirements.

Motion: To recommend Council approval of the proposed resolution for increases in sewer charges that would result in increases of 4% in 2013, 4% in 2014 and 4% in 2015.

Moved: Burns **Seconded:** Habenicht

Motion passed unanimously.



6. WATER CONSERVATION PROGRAM ELEMENTS.

Yasser Abouaish, Utilities Engineer, appeared to discuss his memo outlining past, current and ongoing water conservation efforts. A more in depth update will be presented a future meeting. Yasser distributed copies of “Best Management Practices for Water Conservation & Stewardship.”



**7. MEMO DATED SEPTEMBER 26, 2012 TO STU FONDA REGARDING
ADVANCED BILLING FOR SANITARY SEWER SERVICE.**

The Board received a memo from John Bock, Utilities Manager, dated September 26, 2012, regarding advanced billing for sanitary sewer service. The Board also received a copy of Englewood Municipal Code 12-2-3 – Fees and Charges. Mr. Derby, an outside district sewer customer, has expressed opposition to the existing sewer billing practice. The Board directed staff to not change the advanced billing practice.

Motion: To continue the established advanced billing practice for outside sewer district customers.

Moved; Waggoner **Seconded:** Oakley

Motion passed unanimously.



9. INFORMATIONAL ARTICLES:

“USA TODAY ANALYSIS: NATIONS WATER COSTS RUSHING HIGHER.”
(ATT. 3)

The Board received the above mentioned informational article.



10. REQUEST TO REMOVE LATE FEE – 7272 S. COLORADO BLVD.

Mr. Simpson of 7272 S. Colorado Ct. requested that his late fee be removed. The Board received a copy of his bill.

Motion: To deny Mr. Simpson's request to remove the late fee on the sewer bill for 7272 S. Colorado Blvd.

Moved: Waggoner **Seconded:** Oakley

Motion carried unanimously.

11. OTHER.

Mayor noted that Englewood is now on Facebook.

The meeting adjourned at 5:55 p.m.

The next Water and Sewer Board meeting will be Tuesday, November 13, 2012 at 5:00 p.m.

Respectfully submitted,

Cathy Burrage
Recording Secretary

WATER & SEWER BOARD

PHONE VOTE – TUESDAY, OCTOBER 11, 2012

Phone Vote Roll Call.

Contacted: Clyde Wiggins, Chuck Habenicht, Tom Burns, Kells Waggoner, Jim Woodward, Linda Olson, Joe Lay, Wayne Oakley, Randy Penn

Not Contacted: John Moore

1. MINUTES OF THE SEPTEMBER 12, 2012 MEETING.

Motion: Approve minutes of the October 9, 2012 Water and Sewer Board meeting.

Moved: Woodward **Seconded:** Waggoner

Abstain: None

Motion passed unanimously.

The next Water and Sewer Board meeting will be Tuesday, November 11, 2012 at 5:00 p.m. in the Community Development Conference Room.

Respectfully submitted,

Cathy Burrage
Recording Secretary